



Staff Report

RESOLUTION APPROVING PLANS AND SPECIFICATIONS, AUTHORIZING ADVERTISEMENT FOR SEALED BIDS, APPROVING AWARD OF CONTRACT TO THE LOWEST RESPONSIBLE BIDDER FOR AN AMOUNT NOT TO EXCEED \$31,300, APPROVING A CONSTRUCTION CONTINGENCY NOT TO EXCEED \$3,130 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT FOR THE SITE FURNISHINGS, IRRIGATION AND PLANTING OF THE EMMETT DONOR SITE LANDSCAPE PROJECT (PHASE II) OF THE EMMETT HOUSE RELOCATION PROJECT, CITY CONTRACT NUMBER 478

Honorable Chair and Board Members:

Summary

The Redevelopment Agency and the City Council have taken various actions to facilitate the relocation of the Emmett House to 1000 O'Neill Avenue, which successfully took place on Monday, January 22, 2008. The former Emmett House site on Ralston Avenue will be temporarily landscaped. This location will be part of the City's Belmont Village redevelopment plans.

Staff is requesting the Redevelopment Agency to approve the plans, authorize going out to bid, and approve the award of a contract to undertake the temporary landscaping work at the Emmett Donor Site.

Background

On January 22, 2008, the Emmett House was successfully relocated to its new site at 1000 O'Neill Avenue.

Belmont Planning Commission provided direction on modifications to the temporary Emmett Donor Site Landscape plan, which have been incorporated onto the current plans. The temporary landscaping plans were discussed at the Belmont Planning Commission Meeting on February 19, 2008. No objections were made on the proposed plan. Community Development Director, Carlos de Melo, stated that he will revisit any issues if the landscape is not performing well.

Discussion

With Emmett House being successfully relocated to its new site, the former site is ready to be temporarily landscaped as part of the City's Belmont Village redevelopment plans.

The landscape plans and specifications include landscape layout and material plan, landscape planting plan, and landscape and irrigation details. The new landscape work will include the following:

- Site furnishings –3 benches, 1 trash receptacle, 3 bike racks and accessible route signs will be installed.
- Irrigation – the furnishing, installation and testing of a complete standard irrigation system as shown on the plan. The maintenance period, preparations of as-built drawings and operations manual, tests and warranty is included the specifications.
- Planting – The work involves furnishing and installing the planting components noted in the plans and specifications. Components included but are not limited to: site preparation, soils reports, soil preparation, soil amendments, mulch, planting, fertilizing, edging, recycling, waste material, project completion, and the provision for the maintenance and warranty periods.

General Plan/Vision Statement

No impact.

Fiscal Impact

The estimated cost of the landscape work for this project is \$31,300 with a contingency of \$3,130 for a total of \$34,430, with funding available from Account Number 822-4633-9519-9020.

Public Contact

The publication and posting of Redevelopment Agency agenda.

Recommendation

It is recommended that the Redevelopment Agency approve the plans and specifications, authorize advertisement for sealed bids, approve award of contract to the lowest responsible bidder for an amount not to exceed \$31,300, approve a contingency not to exceed \$3,130 for a total of \$34,430 and authorizing the Executive Director to execute a contract for the site furnishings, irrigation and planting of the Emmett Donor Site Landscape Project (Phase II) of the Emmett House Relocation Project, City Contract Number 478.

Alternatives

1. Take no action.
2. Select an alternative funding source.
3. Refer back to staff for additional information.
4. Deny approval.

Attachments

- A. Resolution
- B. Memorandum to Planning Commission, February 19, 2008
- C. Planning Commission Minutes – Agenda Item 6B, February 19, 2008
- D. Emmett Donor Site Drawing Plans

Respectfully submitted,

Dalia Corpus
Assistant Civil Engineer

Raymond E. Davis III, PE, PTOE
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Executive Director

Staff Contact:

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RESOLUTION NO. _____

**RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BELMONT
APPROVING PLANS AND SPECIFICATIONS, AUTHORIZING ADVERTISEMENT
FOR SEALED BIDS, APPROVING AWARD OF CONTRACT TO THE LOWEST
RESPONSIBLE BIDDER FOR AN AMOUNT NOT TO EXCEED \$31,300, APPROVING
A CONSTRUCTION CONTINGENCY NOT TO EXCEED \$3,130, AUTHORIZING THE
EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT FOR THE SITE
FURNISHINGS, IRRIGATION AND PLANTING OF THE EMMETT DONOR SITE
LANDSCAPE PROJECT (PHASE II) OF THE EMMETT HOUSE RELOCATION
PROJECT, CITY CONTRACT NUMBER 478.**

WHEREAS, on January 22, 2008, the Emmett House was successfully relocated to its new site at 1000 O'Neill Avenue; and,

WHEREAS, on February 19, 2008, no objections were made on the proposed landscape plan by the Belmont Planning Commission; and,

WHEREAS, the recommended funds to finance this project in the amount of \$34,430 will come from 822-4633-9519-9020.

NOW, THEREFORE, BE IT RESOLVED that the Redevelopment Agency of the City of Belmont approves the plans and specifications, authorizes advertisement for sealed bids, approves award of contract to the lowest responsible bidder for an amount not to exceed \$31,300, approves a contingency not to exceed \$3,130, authorizing the Executive Director to execute a contract for the site furnishings, irrigation and planting of the Emmett Donor Site Landscape Project (Phase II) of the Emmett House Relocation Project, City Contract Number 478.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Redevelopment Agency of the City of Belmont at a regular meeting thereof held on May 13, 2008 by the following vote:

AYES, DIRECTORS: _____

NOES, DIRECTORS: _____

ABSTAIN, DIRECTORS: _____

ABSENT, DIRECTORS: _____

Secretary, Redevelopment Agency

APPROVED:

Chair, Redevelopment Agency